



CHARLES COUNTY GOVERNMENT
Department of Public Works
Facilities Division

Bill Shreve
Director

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In accordance with Section 9-1711 of the Environment Article, Annotated Code of Maryland and the Charles County Comprehensive Solid Waste Management Plan, each apartment and/or condominium owner (or Property Manager) must submit an Annual Reporting Form for Recycling to the Charles County Department of Public Works (DPW), Environmental Resources Division. In October 2014, Section 9-1711 became effective and required owners of apartment and/or condominium complexes with ten or more dwelling units to implement a recycling program for their tenants. In addition to registering the recycling program, the owner(s) are also required to submit an Annual Reporting Form for Recycling to DPW.

Please complete Sections 1 and 2 of the form and contact your recycling hauler to ensure accurate reporting. DPW is requiring all forms to be completed and submitted no later than **April 1, 2022**. The form is available and may be submitted online at www.CharlesCountyMD.gov/recycling. Forms may be emailed to RoumforK@CharlesCountyMD.gov, faxed to 301-932-3579, or mailed to the address below. Failure to submit the Annual Reporting Form may result in fines up to \$50 per day for noncompliance, per Section 9-1711 of the Environment Article, Annotated Code of Maryland.

If you have any questions, please contact me at RoumforK@CharlesCountyMD.gov or 301-932-3599.

Sincerely,

Keith Roumfort
Recycling Contract Manager

Charles County Government
Environmental Resources Division
Attn: Keith Roumfort
1001 Radio Station Road
La Plata, MD 20646

Enclosure 1: Annual Reporting Form for Recycling